

MFP Sub Committee Meeting 1/22/2018

Present: Rob M, Chuck M, Val W, Jan M, Bob S, Shelayne W, David B, Mike T, Halim O, Tony M, Jim F, Debbie E

-Topics:

- been doing bid for past 4 years and hearing from regions that may be better ways to look at the printer bid. wanted advisory group to look at options we may have. Based on state regulations.
- Next time we meet will do a purchasing demo
- wanted representation from all regions to discuss options and what the needs are, Want fairness and consistency for pricing and service
- state bid was very costly
- have to follow rules and regs
- want to answer everyone's questions on purchasing

-History (Mike T):

- pre Erie 1 bid state contract allowed to buy pretty much anything from any vendor. Vendor awarded a contract and was up to district to pick vendor and negotiate best pricing. Mike got familiar with the process and expert on the state contract. Huge fluctuation in pricing. It was very arbitrary. When state project went away looked at it as an opportunity to structure a bid the way we would want it. Set up 6-8 categories for office type equipment to bigger production equipment. Put set of specs for each to get an overview price. Looking best price for variety of configurations. Felt it has been successful on good pricing but not a lot of choice. Where to go from here?

Questions/Concerns:

- CA region districts would like to have more choices. See multiple vendors for competition. Mike T did some analysis on past projects and seen aggressive pricing with district negotiation. Vendors have been coming in as low as possible to win the bid just because of the volume. Would meet with vendors annually and train in BOCES process.
- Does the choices mean brand of copier or who is servicing the machine or both? BOTH
- multiple vendors servicing copiers in districts. Hard to create relationships and resolutions. Districts have to spend more time managing with multiple service vendors.
- Are there add-ons or software that we need to add? Debbie E: Put in central locations for students to print from Chromebooks couldn't manage without papercut and had to buy scanners. Couldn't use machines without adding equipment.
- Tony -purchased papercut from BOCES current copier vendor could not re-purchase through BOCES. Renewed with vendor papercut support. Its not to buy for BOCES to buy papercut from districts machine vendor. Maybe next bid in-corporate papercut. Been referencing OCM BOCES bid and had to buy through Ricoh.
- The RIC has been able to work with Toshiba and Ricoh with papercut.
- Consultant up-front to design a project to meet the districts needs prior to project?
- Districts get bombarded by BOCES approved vendors. Jim does too.
- Copiers used be handled by business offices and now falls on tech coordinators. Hard to know all the ins and outs.
- Click charges has decreased and includes staples.
- How do districts control color printing and duplicate printing? Internal policies at the district.
- Mandatory list of needs/configurations for vendors before purchase including setup.
- Problems with keeping Google up and running one to one. Had to run papercut.
- Not able to aide the scanners. Separate PO. May need to revisit.

- OP-- roll over yearly maintenance of papercut? Try and find another contract that papercut is supported. Would have to work with district probably is doable.
- How is the service? Has it gotten better under the bidding? Pretty happy with the vendor's service. If a district has any issues can let E1B know about these. Districts not seeing issue getting issues resolved. Always been an issue with Xerox and billing. They were removed from standards due to billing practices.
- Want to meet districts instructional needs when it comes to MFP.

Next Steps:

- Before next meeting, send copy of RFP for review.
- Discuss what things do districts want to see in the bid. What choices would be beneficial and review purchasing 101